

**LOCAL EMERGENCY PLANNING COMMITTEE
JULY 7, 2008 MEETING MINUTES**

Roll Call

- Mrs. Phifer conducted roll call.

Attendance: Bill Belardo; Reggie Brown*; Alan Finkelstein*; Frank Foley*; Bob Gahr*; Felicia Harrison; Randy Helmick*; Chief Dennis Kancler*; Sheldon Lustig*; Herb Mausser*; Don Obermeier*; Bob Patton*; Mary Jane Pavlick*; Brenda Phifer*; Melissa Rodrigo*; Randy Solganik*; Rick Whitehead

* - LEPC member

Administrative

Mr. Patton called the meeting to order at 1:30 PM.

Mr. Lustig mentioned two corrections from the May 19, 2008 LEPC Minutes:

- 1). Painsville incident occurred just west of the Lubrizol Plant, not east.
- 2). Painsville incident was eighth incident within a year and a half, not within the year.

The minutes from the May 19, 2008 meeting were approved by a motion of Mr. Lustig and seconded by **Mr. Mausser**. Mr. Mausser abstained.

Public Information Requests

Mr. Belardo reported 5 public information requests since the last meeting, totaling 56 for 2008.

Mr. Patton noted his discussion with LEPC attorney, Mr. Tim Kollin, on the issue of EHS facility information for public availability. Mr. Kollin will research the subject in order recommend the best way to move forward.

Financial Report

Mrs. Harrison provided the Financial Report. The HazMat IQ training and the OREIS Software have been subtracted from the LEPC Book Balance. Total LEPC Book Balance Equals \$407,729.23. Mrs. Harrison mentioned that two items are pending on the Financial Report, the Population Protection RFP and the Special Populations Maps. Mr. Patton noted that money would be deducted in the future for additional HazMat IQ training. Mr. Mausser motioned to receive and file the Financial Report; motion seconded by Mr. Gahr and approved.

Management Subcommittee

Mr. Patton mentioned that the Population and Protection RFP had two requests for revisions.

Mr. Helmick noted the Management Subcommittee's meeting on June 23, 2008. Target groups for funding the remainder of the RFP were discussed. A letter will be modified for each target group based on the amount of money being requested. A decision was made to not only target industry, but to also target hospitals, various health departments, nursing homes, schools, hotels etc. Mrs. Rodrigo will draft the letter, which will be finalized by the next LEPC Meeting. Mr. Helmick also noted that it would be a good idea to have both the Fire Chiefs Association and the Police Chiefs Association endorse the letter. Mr. Helmick questioned whether the LEPC would be interested in pursuing a program already in tact for Shelter-in-Place which targets children and families called Walley the Wiseguy. This topic will be discussed further at the next Management Subcommittee Meeting.

Mr. Patton inquired about funding from the State for Shelter-in-Place. Mrs. Rodrigo mentioned that the County has paid for Phase I, but they cannot pay for Phase II until grants are finished.

The Management Subcommittee is scheduled to review revisions and discuss focus groups on July 22, 2008 from 9:30am – 11:00am.

Facilities Safety and Security Subcommittee

Mr. Mausser mentioned that the committee met on May 28, 2008 to discuss three items. First was to create marketing material about the LEPC in order raise awareness of its' purpose and what information it could offer to chemical facilities throughout the county. Mrs. Phifer and Mr. Belardo have been working on a flyer to send to facilities.

Mr. Mausser discussed training for seminars in the future. A Mission Statement was proposed and drafted at the last meeting. Discussion pursued about a Mission Statement for the entire LEPC.

Mr. Mausser reported that the Subcommittee is working on a Spring 2009 Seminar and that various topics were discussed at the last meeting in relation to what will be presented.

Mr. Mausser mentioned that the Subcommittee would meet directly after the LEPC Meeting.

Transportation Subcommittee

Mr. Lustig reported that the committee held their recent meeting at the Ohio Department Of Transportation in Garfield Heights, and received a tour of the facility. Mr. Gahr stated that ODOT is in the process of creating an impressive Command Center. Chief Kancler discussed the importance of SOP's when dealing with new technologies such as the new Command Center mentioned at ODOT.

Mr. Lustig talked about the last Transportation Subcommittee meetings' discussion about the NTSB final report on the train derailment in New Brighton, PA, which took a year and a half to complete. Electronic inspection of rail did not discover rail defect, resulting in derailment. Discussion pursued on what exactly a train defect is.

Mr. Lustig explained Sgt. Miller's discussion at the last meeting regarding the high amount of semi truck violations cited during a three-day inspection period on the Turnpike.

Mrs. Rodrigo explained that a survey was sent to the LEPC regarding a HazMat Commodity Flow Study. The survey wanted information on whether the Cuyahoga County LEPC has ever performed such a study. Per Mrs. Rodrigo's Director's request, the survey was completed. Discussion pursued as to what a Commodity Flow Study is

Mr. Lustig noted that he contacted Norfolk Southern in regards to acquiring a HazMat Key Route Map, but was denied because information is too sensitive for LEPC's.

Mr. Lustig also discussed a paper he is writing concerning a Norfolk Southern single-track rail line starting from Campbell Rail Yard just east of the Cuyahoga River in The Flats. The line eventually runs into Linndale, running about 4.25 miles long. Mr. Lusting noted that about 3.25 miles of the track are inaccessible to first responders if an incident were to occur.

Discussion pursued on whether the rail industry has grown with the rise in oil prices.

Spills Subcommittee

Mr. Foley reported on the Spills Subcommittee's agreement that a letter would be sent out for an enforcement action to be imposed on Atlantic Aviation, and a 30-day follow up notice to FedEx for a spill in Olmsted Falls. Mr. Foley also mentioned the Spills Subcommittee's suggestion of notifying all tier II facilities

of their compliance requirements to the LEPC. An idea was posed to put this information together along with the LEPC marketing tools that the Facilities Subcommittee is creating. Discussion on this issue will resume during the Facilities Subcommittee meeting following the LEPC Meeting on July 7, 2008.

Emergency Preparedness and Response

Mr. Finkelstein reported that there have been many Incident Command Classes (ICS 300 & ICS 400) throughout the County. Mr. Finkelstein also mentioned the Table-Top Exercise received a concurrence from the State of Ohio. Mrs. Rodrigo read the reviews from the State. Mr. Finkelstein mentioned that thank you letters were sent out to everyone who helped put together the Table-Top Exercise.

Mrs. Rodrigo acknowledged the great job Texas A & M staff does in teaching Unified Command courses. Also mentioned was how well attended these classes have been. Discussion pursued on Unified Command.

Compliance and Tier II Submissions

Ms. Phifer stated that 646 Tier II inventories have been entered into Access/Cameo. A little over 200 letters have been sent to EHS Facilities to gather SARA Plan information.

Other Business

Red Cross Representative introduced himself.

Both Mrs. Phifer and Mr. Belardo are testing the OREIS Software.

ID Tags are in the process of being funded.

Knox Boxes were discussed for EHS facilities. Mrs. Rodrigo will look more into this issue.

Mrs. Rodrigo has been working with ODOT concerning contra-flow.

Mr. Patton adjourned the meeting.

Next meeting set for September 8, 2008 at 1:30pm at NEORS.